

TAB

SECRET
(When Filled In)

REQUEST FOR APPOINTMENT TO BONDED POSITION

TO: COMPTROLLER FROM: Name of Appointee Position Justification: Appointment in accordance with assigned duties by individual concerned. <input type="checkbox"/> Other (Specify)	Date Requested <hr/> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Room No.</td> <td style="width: 33%;">Building</td> <td style="width: 33%;">Extension</td> </tr> <tr> <td colspan="3" style="text-align: center;">Duties to be Performed at</td> </tr> <tr> <td colspan="2"><input type="checkbox"/></td> <td>Field</td> </tr> <tr> <td colspan="2"><input checked="" type="checkbox"/></td> <td>Departmental</td> </tr> <tr> <td colspan="3" style="text-align: right;">Job No.</td> </tr> <tr> <td colspan="3" style="text-align: right;">Effective Date</td> </tr> </table>	Room No.	Building	Extension	Duties to be Performed at			<input type="checkbox"/>		Field	<input checked="" type="checkbox"/>		Departmental	Job No.			Effective Date		
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Job No.																			
Effective Date																			

BONDING

A record has been made that the above named individual is subject to the CIA position schedule bond, effective on the date indicated.

Date	Signature of Bonding Control Officer
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APPOINTMENT

In accordance with authority granted me as Comptroller, CIA, I hereby designate the above named individual to serve in the position, at the location and effective on the date indicated.

Date	Signature of Comptroller
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RECOMMENDATION

In accordance with authority granted me as Comptroller, CIA, I hereby recommend the designation of the above named individual to serve in the position, at the location and effective on the date indicated. I have this date forwarded my recommendation to the Department of the Treasury.

Date	Signature of Comptroller
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SECRET